From: Niess, Claudia [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP

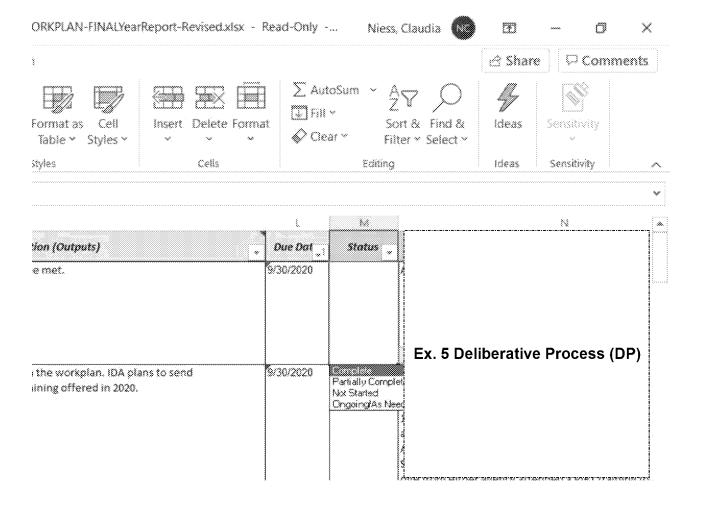
(FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=740CBE18BC564FC690871D433F58C894-CNIESS]

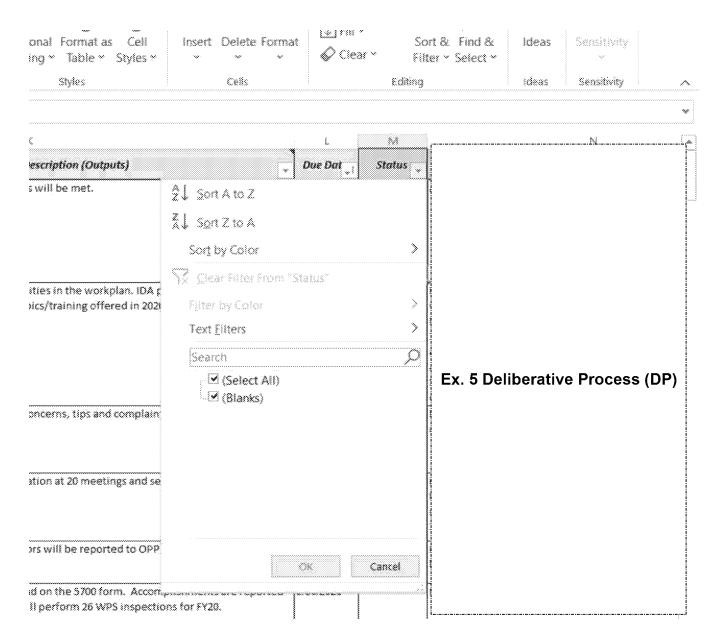
**Sent**: 1/8/2021 5:37:24 PM

To: Moss, Suzanne [Suzanne.Moss@Illinois.gov]; Rittenhouse, Susan [Rittenhouse.Susan@epa.gov]
CC: Beaver, Brad [brad.beaver@illinois.gov]; Ajayi, Olafimihan [olafimihan.ajayi@illinois.gov]

Subject: RE: Revised/FY20 Workplan

You should see it when you click on the individual lines with commitments. I only get the A-Z listing option if I click on the header:





Hope this is helpful!

Claudia Niess Enforcement Officer Pesticides & Toxics Compliance Section U.S. Environmental Protection Agency, Region 5 P: (312) 886-7598

From: Moss, Suzanne <Suzanne.Moss@Illinois.gov>

Sent: Friday, January 08, 2021 11:15 AM

**To:** Niess, Claudia <niess.claudia@epa.gov>; Rittenhouse, Susan <Rittenhouse.Susan@epa.gov> **Cc:** Beaver, Brad <brack<br/> Beaver@illinois.gov>; Ajayi, Olafimihan <olafimihan.ajayi@illinois.gov>

**Subject:** RE: Revised/FY20 Workplan

Thanks... I didn't see the word Complete on the drop down... it just comes up with a A-Z listing option.. Can I just key that in myself?

Suzanne Moss
Support Services Manager
Bureau of Environmental Programs
Illinois Department of Agriculture
Cell Phone – 217-782-652-4176

From: Niess, Claudia < niess.claudia@epa.gov >

Sent: Friday, January 8, 2021 11:12 AM

**To:** Moss, Suzanne <<u>Suzanne.Moss@Illinois.gov</u>>; Rittenhouse, Susan <<u>Rittenhouse.Susan@epa.gov</u>> **Cc:** Beaver, Brad <<u>Brad.Beaver@Illinois.gov</u>>; Ajayi, Olafimihan <<u>Olafimihan.Ajayi@illinois.gov</u>>

Subject: [External] RE: Revised/FY20 Workplan

Thanks, Suzanne! Yes, the status column (column M) should be completed. For the most part I would assume all of these would be identified as "complete" but if there are any commitments which were not completed, you should select the appropriate status from the drop down.

Claudia Niess Enforcement Officer Pesticides & Toxics Compliance Section U.S. Environmental Protection Agency, Region 5 P: (312) 886-7598

From: Moss, Suzanne < Suzanne. Moss@Illinois.gov>

Sent: Friday, January 08, 2021 10:16 AM

**To:** Niess, Claudia < niess.claudia@epa.gov >; Rittenhouse, Susan < Rittenhouse.Susan@epa.gov > **Cc:** Beaver, Brad < brad.beaver@illinois.gov >; Ajayi, Olafimihan < olafimihan.ajayi@illinois.gov >

Subject: Revised/FY20 Workplan

Importance: High

Claudia & Susan...I have corrected the Work Plan Accomplishments and placed them over in Column N. Do I need to put anything in the Status Column. Please advise... thanks!

Suzanne Moss
Support Services Manager
Bureau of Environmental Programs
Illinois Department of Agriculture
Cell Phone – 217-782-652-4176

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